



Pat Quinn, Governor

Illinois Department of Human Services

Carol L. Adams, Ph.D., Secretary

100 South Grand Avenue, East • Springfield, Illinois 62762
401 South Clinton Street • Chicago, Illinois 60607

May 27, 2009

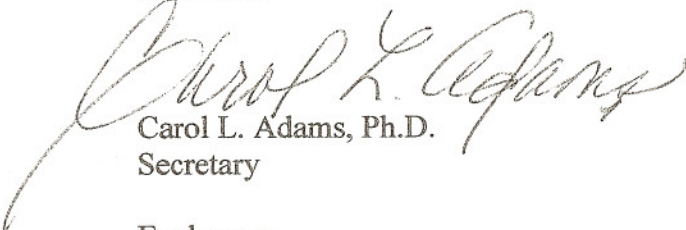
Lael Lubing, Director
Grants and Fiscal Policy Division
Food and Nutrition Service
3101 Park Center Drive, Room 732
Alexandria, VA 22302-1594

Dear Director Lubing:

I am pleased to present the Illinois Department of Human Services' application for funding under the American Recovery and Reinvestment Act of 2009 (ARRA) *RECOVERY ACT – WIC EBT EXPANSION, WIC ELECTRONIC BENEFITS TRANSFER (EBT) PLANNING GRANT* opportunity (CFDA #10.578).

Thank you for your consideration of this application. I look forward to your response. If you have further questions, please contact the Project Director, Penny Roth, at 217-782-2166.

Sincerely,


Carol L. Adams, Ph.D.
Secretary

Enclosures

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APPLICATION SUMMARY

The State of Illinois is embarking on a project to design an information system that encompasses its human services delivery system. As part of that design, the Illinois Department of Human Services (DHS) is proposing to thoroughly evaluate the costs and feasibility of incorporating electronic benefits transfer (EBT) into the WIC program.

The vision for the new human services information system, known as the Illinois Healthcare and Human Services Framework, is to develop an integrated and efficient healthcare and human services delivery system that provides “No Wrong Door” access to high-quality services, using convenient locations and channels of entry for Illinois residents who seek services that the state provides or funds.

Illinois’ objectives in considering EBT as part of WIC are consistent with those of the Framework. They are:

- Improve WIC services to clients through point of sale transactions and shopper convenience; and
- Introduce efficiencies to retailers through standardized redemption and payment processes.

In planning for WIC EBT, DHS will evaluate its cost, feasibility and staffing within the WIC system. These activities will occur in tandem with planning milestones of the Framework. Results of the analysis will be forwarded to the Framework governance to inform decisions regarding business processes, functionality, technology, procurement and staffing of Illinois’ new information system.

DHS will conduct the planning phase of the WIC EBT process in-house. The Division of Management Information Services (MIS) will recruit and hire two business analysts. Under the direction of the Project Manager and with assistance from WIC administrative staff, the business analysts will produce the cost analysis and feasibility study. Julie Hagele, Information Technology Manager, will devote 25 percent of her time as Project Manager of the WIC EBT planning phase. Ms. Hagele is a ten-year employee of DHS’ Division of Management Information Services.

A total of \$637,767 is requested to support WIC EBT planning activities during FFY2010 and FFY2011. A cost analysis and feasibility study will be the major deliverables produced by this project.

Project Description

A. Narrative Statement The State of Illinois is embarking on a project to design an information system that encompasses its human services delivery system. As part of that design, the Illinois Department of Human Services (DHS) is proposing to thoroughly evaluate the costs and feasibility of incorporating electronic benefits transfer (EBT) into the WIC program.

With leadership from Governor Pat Quinn, seven state agencies responsible for the delivery of healthcare and human services have prepared a Planning Advance Planning Document (PAPD) to examine the feasibility of developing an enterprise solution to support the essential tasks of service provision – intake, assessment, application, eligibility determination, casework, and provider management. The departments participating in this project are the Departments on Aging, Children and Family Services, Commerce and Economic Opportunity, Employment Security, Healthcare and Family Services, Human Services and Public Health.

The PAPD for the new human services information system, known as the Illinois Healthcare and Human Services Framework (Framework), will be submitted to HHS and USDA in June 2009. As stated in the PAPD, the vision for the Framework is “an integrated and efficient healthcare and human services delivery system that provides ‘No Wrong Door’ access to high-quality services, using convenient locations and channels of entry for Illinois residents who seek services that the state provides or funds.” The objectives for the Framework are:

- Expedite and simplify access to services;
- Streamline administration and data sharing;
- Return focus of front line staff to casework;
- Maximize capture of Federal Financial Participation;
- Enhance planning capacity, program evaluation and fraud detection/prevention with access to cross-agency data; and
- Simplify service delivery for contracted providers.

The Framework is an ambitious undertaking, one that is needed and desired. The work, commitment and support underlying the Framework’s planning process will advance IDHS’ proposed planning effort to incorporate EBT into WIC.

Illinois’ objectives in considering EBT as part of WIC are consistent with those of the Framework. They are:

- Improve WIC services to clients through point of sale transactions and shopper convenience; and
- Introduce efficiencies to retailers through standardized redemption and payment processes.

In planning for WIC EBT, DHS will evaluate its cost, feasibility and staffing within the WIC system. These activities will occur in tandem with planning milestones of the Framework. Results of the analysis will be forwarded to the Framework Governance to inform decisions regarding business processes, functionality, technology, procurement and staffing of Illinois' new information system.

An early step in planning for WIC EBT is to determine the cost of converting paper food instruments to electronic food benefits. There are many potential cost centers to be considered: state labor, clinic labor, state materials, banking and retailing. In conducting the cost analysis, DHS will utilize the national cost analysis model published by IMADGEN. This model will allow the examination of costs associated with the paper-based system as well as those associated with five EBT approaches. Because DHS administers the Supplemental Nutrition Assistance Program (SNAP) and utilizes EBT to distribute food allowances, the cost analysis will initially focus on the EBT approach that approximates SNAP's or "on-line WIC EBT using outsource services acquired through the use of the State's existing contract with an EBT service provider." However, other approaches will be considered to identify the one most viable for Illinois.

Another important component of the WIC EBT planning process is determining the overall feasibility of moving to electronic food benefits. The Illinois WIC system has been issuing and redeeming food prescription packages the same way for 20 years. Introducing EBT to WIC will affect many aspects of the system and generate numerous questions. What mechanism will place the food benefit on the card? How does the participant know what's on the card? How are voids and reissues handled? How will retailers verify the identity of the participant or proxy? The proposed feasibility study will answer these questions as well as those concerning the readiness of Illinois' information system infrastructure, WIC program, clinic personnel, retailers and decision makers to adopt EBT.

The feasibility study will report on the state's research of EBT functionality. Various technical alternatives will be studied and referenced. Prior to the ARRA WIC EBT funding opportunity, DHS reached out to the state of Michigan for information on its information system and EBT process. Of particular interest was Michigan's use of real time, point-of-sale transaction processing in line with commercial debit transactions and SNAP EBT transactions. DHS utilizes similar EBT technology to provide cash and food stamp benefits. A DHS customer may access benefits using the Illinois Link card in a manner similar to that of a bank debit card. The cash programs included in Illinois Link are Temporary Assistance for Needy Families (TANF), Aid to the Aged, Blind and Disabled (AABD), Earnfare, General Assistance, Transitional Assistance and Earned Income Tax Credit. A technical approach that offers DHS the opportunity to build onto or complement Link will be of considerable interest to Illinois. To the extent possible, the WIC EBT planning process will capitalize on the work done to implement Illinois Link. Decisions regarding Link's technology, procurement, administration, infrastructure and card options will be reviewed as part of the feasibility study.

Potential changes in WIC services, practices and policies as necessitated by the introduction of EBT will be considered in the feasibility study. The entire WIC service delivery process will be examined with changes outlined in the study. An important emphasis in this study will be to maintain the integrity of nutrition education services in light of the introduction of the EBT functionality. Another emphasis will be customer control and choice of food benefits. A workgroup comprising WIC staff from large to small clinics will be convened on a quarterly basis during the EBT planning phase. The workgroup will assist DHS in identifying policies and procedures that will be affected with the introduction of EBT. In turn, DHS will inform the workgroup of policy, procedural and technology decisions that are anticipated with the advent of EBT.

The effect of EBT on WIC food retailers will be part of the feasibility study. DHS contracts with approximately 2,000 local grocers and pharmacies statewide to supply WIC products. As an initial step in the planning process, food retailers participating in WIC and Illinois Link will be interviewed. They will be asked for information concerning lessons learned, risks, expenses, store policies and equipment changes associated with conversion to EBT. Results of the interviews will be used to inform DHS' decisions concerning WIC EBT. The WIC program will create a WIC food retailers advisory committee. Currently, Illinois has a Food Center Advisory group that is comprised of the contractual providers, State of Illinois staff and clients who participate in the WIC program. During the planning phase, the retailers' advisory committee and the Food Center Advisory group will be convened on a bi-annual basis. These meetings will allow for exchange of information especially that regarding policy, procedures, technology, equipment and payments.

B. Procurement Plan DHS will conduct the planning phase of the WIC EBT process in-house. The Division of Management Information Services (MIS) will recruit and hire two business analysts. Under the direction of the Project Manager and with assistance from WIC administrative staff, the business analysts will produce the cost analysis and feasibility study.

The business analysts will be responsible for several activities. They will perform professional analysis of the existing system and EBT, participate in meetings to determine technical needs, facilitate joint application development sessions, document business processes, and prepare requirements definitions. The analysts will utilize the Rational Unified Process (RUP) in documenting the existing and desired business requirements of the food benefit function. Using RUP, the analysts will tie the roles, work-product and tasks associated with the food benefit function to established rules, policies and procedures. Throughout the process, the analysts will consult with SNAP and WIC staff. Further, the analysts will present status reports to the Framework Governance.

C. Project Manager Julie Hagele, Information Technology Manager, will be the Project Manager of the WIC EBT planning phase. Ms. Hagele is a 10-year employee of DHS' Division of Management Information Services. She is the project manager of

Cornerstone, Illinois' WIC information system. She also works closely with the information system manager of Illinois Link. Her resume is presented in Appendix 1.

As the WIC EBT Project Manager, Ms. Hagele will devote 25 percent of her time to the WIC EBT planning project. As Project Manager, she will direct the activities of the business analysts. In that capacity, she will coordinate meetings of the analysts with WIC, SNAP and Link program staff and direct the analysts to technical resources needed for planning activities. The most important responsibility of Ms Hagele, for this project, is adherence to the timeline of activities and deliverables.

D. Staffing and Project Management DHS is experienced in successfully completing large information system and EBT projects. Staff responsible for implementing these projects will be team members of the WIC EBT planning project. Examples of these projects follow.

Cornerstone is a management information system that supports essential program efforts within the Division of Community Health and Prevention, Department of Human Services. It was implemented statewide in 1997. Located in 300 clinic sites across Illinois, Cornerstone processes information for the Family Case Management, Immunizations, Teen Parent Services, Early Intervention-Part C, Diabetes Control, Breast and Cervical Cancer Prevention and WIC programs as well as generates food instruments for WIC clients. On a daily basis, the system processes approximately 200,000 records and is the repository of individual service files for 450,000 WIC clients, 200,000 Family Case Management clients and 2,000,000 immunization recipients.

eCornerstone is a browser-based companion to Cornerstone; it supports the business requirements of the DHS' youth services and juvenile justice programs. It was deployed to these providers beginning early 2003. The system was the first enterprise-wide web application for DHS.

Illinois Link is an example of a successful implementation of EBT functionality. Implemented in 1997, Illinois Link is used to distribute food and cash benefits.

The Illinois Link system is the only delivery mechanism for food stamp benefits and the primary delivery mechanism for over 97 percent of the cash assistance benefits noted previously. Other methods for cash are direct deposit and, for a few situations, mailed warrants. Clients access their food stamp benefits at point of service (POS) equipment located at retail locations throughout the state and access their cash assistance benefits at the same POS equipment used for food stamp access, or at POS equipment located at currency exchanges, or at ATMs. Since October 2004, clients may access their benefits, using their Illinois Link cards, in any state in the nation.

The Illinois Link EBT Program Unit, Division of Human Capital Development, DHS, has specific responsibility for overall program management, operation, and monitoring of Link. The contract for EBT services was awarded to Northrop Grumman Information Technology (NGIT), through a competitive bidding process, for the "second generation"

of EBT in Illinois. The initial five-year contract for the “second generation” of EBT services, also referred to as Link II, was signed in January of 2003, and began operation in September 2003. Affiliated Computer Services (ACS), a subcontractor for NGIT, is responsible for the financial component of service, which includes daily reconciliation and settlement, and client and retailer account investigations of disputed transactions and the subsequent account adjustments to correct discrepancies.

DHS is initiating another use of the debit card methodology, namely, paying Child Care providers and/or Personal Assistants through “direct deposit”. As with Link, ACS is responsible for the financial component of the initiative. Because of ACS’ involvement in the department’s EBT projects, it will be an important resource upon which the proposed project staff will rely throughout the WIC EBT planning phase.

DHS intends to utilize its large and well-organized regional staff in planning for WIC EBT. Specifically, the regional staff of community support specialists, nutritionists and public health nurses will be called upon to garner input from local WIC clinic staff and food vendors regarding the idea of electronic benefits transfer. In turn, those involved in planning for WIC EBT will utilize the regional staff, in part, to relay planning progress and decision making to the community representatives.

Planning for WIC EBT will be advanced through Illinois’ Framework Governance to guarantee communication and cooperation between those planning for the enterprise-wide information system and the benefits transfer function.

Because of Framework’s scope, Illinois decided to adopt a federated model for governance. In other words, the various constituents join together and report to a central authority. In this case, the central authority is the Framework Executive Steering Committee. A Planning Council provides policy advice, subject matter expertise and its Executive Committee resolves issues not appropriate for Executive Steering Committee. A Project Management team delivers coordination of services, performance tracking, project management, and standards to program areas. Program areas deliver requirements of internal/external constituents to all parties, and manage business/customer issues. As WIC EBT planning progresses, updates, decisions and input will be provided to Framework Governance through the Project Management team. Biannually the WIC EBT Project Manager will present progress on the project to the Executive Committee of the Framework Planning Council.

Beside the resources discussed above, the WIC EBT planning process will benefit from the assistance of several staff from the Bureau of Family Nutrition. Penny Roth, Acting Chief for the Bureau of Family Nutrition is Illinois’ WIC Program Director. For six years she has managed the Illinois WIC program, which serves over 313,000 low-income women, infants and children statewide with a budget of over \$312 million, along with the WIC Farmers’ Market, Senior Farmers’ Market, Commodity Supplemental Nutrition Program and CDC funded Diabetes Prevention and Control Programs. Ms. Roth has over 25 years experience in public health nutrition and is a Registered Dietitian and Licensed Dietitian Nutritionist in Illinois. Ms. Roth will bring her knowledge of WIC and Illinois’

program administration to the WIC EBT Planning project; she will be a key source of information throughout the entire project.

Steven Strobe, Assistant Chief, Bureau of Family Nutrition, is responsible for the WIC Vendor Management Program, comprising both WIC Vendor Relations and WIC Vendor Compliance staff. In addition, Mr. Strobe is responsible for preparing budget plans and reporting all expenditures for the bureau. In his current capacity, he is the Illinois liaison for the Bureau of Family Nutrition and all external auditing firms. Mr. Strobe also is responsible for the preparation and implementation of any contractual service with the WIC Program, which includes but is not limited to any banking services. Mr. Strobe will assist the planning team in reaching out to the retailing community. He also will provide insight into the banking procedures and practices, identifying those immediately affected by the introduction of EBT processes.

Stephanie Bess, Nutrition Services Coordinator, Bureau of Family Nutrition, is a registered, licensed dietitian with 15 years experience with the Illinois WIC Program. Ms. Bess began her WIC career as a certifying health professional for a local agency. She also was a Public Health Nutrition Trainer, teaching new WIC staff how to use the Cornerstone information system and provide WIC services. Ms. Bess will provide policy and implementation expertise to the WIC EBT Planning Project.

E. Schedule/Timeline of Activities, Milestones and Deliverables

<u>Activity, Milestone, and Deliverable</u>	<u>Date Due</u>
• WIC EBT Award Announcement	08/03/09
• Hire Information Systems Analysts	11/01/09
• Progress Report to Framework Executive Committee	03/15/10
• Cost Analysis	08/31/10
• Cost Analysis Presentation to Framework Executive Committee	10/15/10
• Progress Report to Framework Executive Committee	03/15/11
• Feasibility Study	05/15/11
• Feasibility Study Presentation to Framework Executive Committee	07/01/11
• Recommendation of Solution to Framework Executive Committee	08/01/11
• Recommendation of Solution to USDA	08/31/11

F. Proposed Budget

Narrative Budget Justification for Year One - 09/01/09 through 08/31/10

Personnel **\$170,636**

Project Manager (Julie Hagele @ \$91,584 *.25) \$22,896

Two Information System Analysts II @ \$73,870 each

The analysts will be hired through the AFSCME contract to conduct the cost analysis and feasibility study. The mid-range of salary range for ISA II was used in the calculation.

Fringe Benefits **\$68,191**

Fringe benefits have been calculated for the Project Manager and two ISA IIs. The fringe benefits include 7.65 % for Social Security, 11.347 % for retirement, and \$15,900 for health insurance.

Travel **\$7,000**

Out of State Travel - None

Local Travel

Local travel costs have been allocated for the Project Manager and two ISA IIs. The analysts will travel to meet with local staff of clinics, food centers, and retailers, attend advisory meetings and consult with state staff.

Equipment **\$0**

None needed; it will be supplied.

Office Supplies **\$1,200**

Office supplies (paper and other consumable products) will be needed for the Cost Analysis and Feasibility Study. Office supplies have been allocated for the ISA IIs at \$50/month per analyst.

Contractual **\$0**

Construction **\$0**

Other **\$6,210**

Telecommunications (land-line, conference call capability, cell phone)

Total Direct Costs **\$253,237**

Indirect Costs	\$60,662
Indirect @ 25.4 % - \$170,636 (Personnel) + \$68,191 (Fringe Benefits) = \$238,827 x 25.4% = \$60,662	

The Illinois Department of Human Services is required by OMB Circular A-87 to have a Public Assistance Cost Allocation Plan (PACAP). The U.S. DHHS, Division of Cost Allocation has requested IDHS to have a Department Indirect Cost Allocation Plan for indirect costs to identify dollars which then become a part of the Public Assistance Cost Allocation plan each quarter in claiming federal reimbursement. IDHS does not use indirect rates for U.S. DHHS programs. The current indirect rate is 25.4 %. This rate is applied to costs associated with personnel and fringe benefits for two State staff positions and the Social Security for the contractual employee.

TOTAL AMOUNT REQUESTED FOR YEAR ONE:	\$313,899
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Narrative Budget Justification for Year Two - 09/01/10 through 08/31/11

Personnel	\$175,755
Project Manager	
Two Information System Analysts II	

A three percent cost of living increase is projected for all personnel.

Fringe Benefits	\$69,163
Fringe benefits have been calculated for the Project Manager and two ISA IIs. The fringe benefits include 7.65 % for Social Security, 11.347 % for retirement and \$15,900 for health insurance.	

Travel	\$7,000
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Out of State Travel - None

Local Travel

Local travel costs have been allocated for the Project Manager and two ISA IIs. The analysts will travel to meet with local staff of clinics, food centers, and retailers, attend advisory meetings and consult with state staff.

Equipment	\$0
None needed; it will be supplied.	

Office Supplies	\$1,200
Office supplies (paper and other consumable products)	
will be needed for the Cost Analysis and Feasibility Study.	
Office supplies have been allocated for the ISA IIs	
at \$50/month per analyst.	

Contractual	\$0
Construction	\$0

Other	\$6,500
Telecommunications (Land-line, conference call capability, cell phone)	

Total Direct Costs	\$259,618
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Indirect Costs	\$62,209
Indirect @ 25.4 % - \$175,755 (Personnel) + \$ 69,163 (Fringe	
Benefits) = \$244,918 x 25.4% = \$62,209	

The Illinois Department of Human Services is required by OMB Circular A-87 to have a Public Assistance Cost Allocation Plan (PACAP). The U.S. DHHS, Division of Cost Allocation has requested IDHS to have a Department Indirect Cost Allocation Plan for indirect costs to identify dollars which then become a part of the Public Assistance Cost Allocation plan each quarter in claiming federal reimbursement. IDHS does not use indirect rates for U.S. DHHS programs. The current indirect rate is 25.4 % . This rate is applied to costs associated with personnel and fringe benefits for two State staff positions and the Social Security for the contractual employee.

TOTAL AMOUNT REQUESTED FOR YEAR TWO:	\$321,827
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**APPLICATION FOR
FEDERAL ASSISTANCE**

Version 7/03

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		2. DATE SUBMITTED	Applicant Identifier
5. APPLICANT INFORMATION		3. DATE RECEIVED BY STATE	State Application Identifier
4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier	
Legal Name: Illinois Department of Human Services		Organizational Unit: Department:	
Organizational DUNS: 067919071		Division: Community Health and Prevention	
Address: Street: 535 W. Jefferson St. City: Springfield County: Sangamon State: Illinois Zip Code: 62702-5058		Name and telephone number of person to be contacted on matters involving this application (give area code) Prefix: First Name: Penny Middle Name: Last Name: Roth Suffix:	
Country: U.S.		Email: penny.roth@illinois.gov	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 36-4163567		Phone Number (give area code) 217-782-2166	Fax Number (give area code) 217-785-5247
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify)		7. TYPE OF APPLICANT: (See back of form for Application Types) State Other (specify)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 10-578 TITLE (Name of Program): WIC Electronic Benefits Transfer (EBT)		9. NAME OF FEDERAL AGENCY: FNS / USDA	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Statewide		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: WIC EBT Expansion	
13. PROPOSED PROJECT Start Date: 09/01/2009 Ending Date: 08/31/2011		14. CONGRESSIONAL DISTRICTS OF: a. Applicant IL-019 b. Project IL-ALL	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 313,899.00	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON	
b. Applicant	\$.00	DATE:	
c. State	\$.00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
d. Local	\$.00	<input checked="" type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
e. Other	\$.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
f. Program Income	\$.00	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
g. TOTAL	\$ 313,899.00		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix	First Name Carol	Middle Name L.	
Last Name Adams	Suffix Ph.D.		
b. Title Secretary	c. Telephone Number (give area code) 217-557-1601		
d. Signature of Authorized Representative	e. Date Signed 5/27/09		

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Standard Form 424 (Rev.9-2003)
Prescribed by OMB Circular A-102

BUDGET INFORMATION — Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. WIC EBT	10.578	\$ 0	\$ 0	\$ 313,899	\$ 0	\$ 313,899
2.						
3.						
4.						
5. TOTALS		\$ 0	\$ 0	\$ 313,899	\$ 0	\$ 313,899

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				TOTAL (5)
	(1)	(2)	(3)	(4)	
a. Personnel	\$ 170,636				\$ 170,636
b. Fringe Benefits	68,191				68,191
c. Travel	7,000				7,000
d. Equipment	0				0
e. Supplies	1,200				1,200
f. Contractual	0				0
g. Construction	0				0
h. Other	6,210				6,210
i. Total Direct Charges (sum of 6a - 6h)	253,237				253,237
j. Indirect Charges	60,662				60,662
k. TOTALS (sum of 6i and 6j)	\$ 313,899	\$	\$	\$	\$ 313,899
7. Program Income	\$				\$

SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program	(b) Applicant	(c) State	(d) Other	(e) TOTALS
8.	\$	\$	\$	\$
9.				
10.				
11.				
12. TOTALS (sum of lines 8 and 11)	\$	\$	\$	\$

SECTION D - FORECASTED CASH NEEDS

13. Federal	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
	\$ 313,899	\$ 78,474	\$ 78,475	\$ 78,475	\$ 78,475
14. Non-Federal					
15. TOTAL (sum of lines 13 and 14)	\$ 313,899	\$ 78,474	\$ 78,475	\$ 78,475	\$ 78,475

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program	FUTURE FUNDING PERIODS (Years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16.	\$ 321,827	\$	\$	\$
17.				
18.				
19.				
20. TOTALS (sum of lines 16-19)	\$ 321,827	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION

(Attach additional Sheets if Necessary)

21. Direct Charges:	22. Indirect Charges:
23. Remarks:	

UNITED STATES DEPARTMENT OF AGRICULTURE
COOPERATIVE STATE RESEARCH, EDUCATION, AND EXTENSION SERVICE

**NOTICE TO APPLICANTS - CERTIFICATION/DISCLOSURE REQUIREMENTS
RELATED TO LOBBYING**

Section 319 of Public Law 101-121 (31 U.S.C.), signed into law on October 23, 1989, imposes new prohibitions and requirements for disclosure and certification related to lobbying on recipients of Federal contracts, grants, cooperative agreements, and loans. Certain provisions of the law also apply to Federal commitments for loan guarantees and insurance; however, it provides exemptions for Indian tribes and tribal organizations.

Effective December 23, 1989, current and prospective recipients (and their subtier contractors and/or subgrantees) will be prohibited from using Federal funds, other than profits from a Federal contract, for lobbying Congress or any Federal agency in connection with the award of a particular contract, grant, cooperative agreement or loan. In addition, for each award action in excess of \$100,000 (or \$150,000 for loans) on or after December 23, 1989, the law requires recipients and their subtier contractors and/or subgrantees to: (1) certify that they have neither used nor will use any appropriated funds for payment to lobbyists; (2) disclose the name, address, payment details, and purpose of any agreements with lobbyists whom recipients or their subtier contractors or subgrantees will pay with profits or **nonappropriated** funds on or after December 23, 1989; and (3) file quarterly updates about the use of lobbyists if materials changes occur in their use. The law establishes civil penalties for noncompliance.

If you are a current recipient of funding or have an application, proposal, or bid pending as of December 23, 1989, the law will have the following immediate consequences for you:

- You are prohibited from using appropriated funds (other than profits from Federal contracts) on or after December 23, 1989, for lobbying Congress or any Federal agency in connection with a particular contract, grant, cooperative agreement, or loan;
- You are required to execute the attached certification at the time of submission of an application or before any action in excess of \$100,000 is awarded; and
- You will be required to complete the lobbying disclosure form if the disclosure requirements apply to you.

Regulations implementing Section 319 of Public Law 101-121 have been published as an Interim Final Rule by the Office of Management and Budget as Part III of the February 26, 1990, **Federal Register** (pages 6736-6746).

UNITED STATES DEPARTMENT OF AGRICULTURE

CERTIFICATION REGARDING LOBBYING - CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement;

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this

Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Illinois Department of Human Services

WIC EBT Expansion

Organization Name

Award Number or Project Name

Carol L. Adams, Ph.D., Secretary

Name and Title of Authorized Representative

Signature

Date

Appendix 1: Resume of Project Manager

JULIE A. HAGELE

INFORMATION TECHNOLOGY MANAGER

5401 Manhattan Dr., Springfield, IL 62711

Home: 217-787-6976 / Wireless: 217-652-5204

julie.hagele@illinois.gov / jhagele@comcast.net

Summary

- Managed the first enterprise-wide web application for DHS – beginning with vendor selection, infrastructure implementation, and finally the roll out of eCornerstone in January, 2002
- Led 3 additional, successful application deployments using a combination of RUP/Extreme Programming methodologies
- Lobbied for and implemented a successful application conversion from DOS to Windows technology.
- Assisted in the conceptualization and creation of enterprise web development teams (architecture, design and test) used to present proof of concepts to MIS management for consideration and or approval.

Education University of Illinois at Springfield IL

BA, Business Management, 1985

Experience Department of Human Services., Springfield, IL

1999 - Present

Section Manager - Cornerstone Unit 10/2001 - Present

- Project manager for eCornerstone, a web based information system, used by over 300 community providers. The application is a data collection system for the participants that receive services from the Division of Community Health and Prevention teen programs.
- Project manager for Cornerstone, a client server based information system, used by 280 community sites. Over 15 Community Health and Prevention programs are served thru this application as well as 5 Department of Public Health Programs: Immunizations, Illinois Breast and Cervical Cancer Program, WISEWOMAN, Genetics Screening and Lead.

Cornerstone Network Support Manager, 10/2000 - 10/2001

- Ensured all Cornerstone associated equipment was optimally configured and installed.
- Managed the technicians who support the Cornerstone dial-up network consisting of 300 + router/server sites. This included but was not limited to: technical troubleshooting on Cisco routers, Novell file servers, cabling, modems and Windows workstations